

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCUREMENT**

CONTRACT NO: CW73218

**CAPTION: Consultant Services & Implementation of Recommendations for
Fleet Management Administration Operations.**

PROPOSED CONTRACTOR: RK Solutions, LLC

PROGRAM AGENCY: Department of Public Works

FINDINGS

1. AUTHORIZATION:

D.C. Official Code § 2-354.04, 27 DCMR 1304, 1700 and 1701

2. MINIMUM NEED:

The District of Columbia, Office of Contracts and Procurement (OCP), on behalf of the Department of Public Works Fleet Management Administration (FMA) has a need to hire a consultant to implement customized analysis recommendations for workforce development and improvements, work order processes and bottlenecks, parts inventory, and fleet operational structures to be completed by September 30, 2019.

In FY2018 and FY2019 the District of Columbia, Department of Public Works Fleet Management Administration (FMA) incurred a deficit of \$ 1 million dollars and \$ 2 million consecutively due to a loss of revenue, as a result, of shops not conducting a sufficient number preventive maintenance work, unscheduled repairs, work order reporting, and parts inventory management as previously agreed to in the budget.

3. ESTIMATED REASONABLE PRICE:

NTE \$25,000.00

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A. RK Solutions LLC provided consulting services to FMA covering workforce development and improvements, work order processes and bottlenecks, parts inventory, fleet operational structures, and review work by shops, supervisors, and mechanics. Following completion of RK Solutions consulting services, the contractor made nine (9) recommendations FMA is seeking to implement.
- B. RK Solutions, LLC is continuing the consultant services previously rendered. FMA is requesting the contractor implement three (3) to four (4) of the recommendations RK Solutions proposed.
- C. OCP has reviewed the Contractor's quote and based on previous pricing for a similar scale determined the price for the new scale is reasonable.
- D. For the reasons stated above, the District did not conduct a market survey.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Christopher Geldhart, Director
Department of Public Works

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that [no response was received] [the response received was rejected because _____]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Tonia C. Nixon
Deputy Chief Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

George A. Schutter
Chief Procurement Officer